

RECORD OF PROCEEDINGS

Minutes of

Meeting

MANTUA TOWNSHIP TRUSTEES

DAYTON LEGAL BLANK, INC., FORM NO. 10148

REGULAR SESSION

Held _____ 20 _____

Held August 16, 2012

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The Board of Trustees of Mantua Township convened in regular session from 7:30 P.M. to 9:30 P.M. in the Mantua Township Hall. Chairman Jason Carlton called the meeting to order with the following members and visitors present: Jason Carlton, John Festa, Victor Grimm, Trustees. Marie Stehli, Fiscal Officer. Lynn Harvey, Dave Pollard, Terri Vechery, Zoning Commission. Susan Skrovan, Zoning Commission Secretary. Several residents.

Introduction

The regular meeting was called to order by Chairman Jason Carlton. The pledge of Allegiance was led by Victor Grimm.

The meeting minutes of the last regular meeting were discussed. Marie asked if the increase to the BZA secretary pay also included the zoning Commission Secretary, since they both historically have been paid the same. Jason and John said no, they are trying to fill the BZA position.

RES 205-12 Motion to approve the minutes of August 2, 2012 as presented and suspend the reading thereof by Jason Carlton, seconded by Victor Grimm. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

The meeting minutes of the special meeting of August 6 were discussed. **RES 206-12** Motion to approve the minutes of August 6, 2012 as corrected and suspend the reading thereof by Victor Grimm, seconded by John Festa. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

Marie said that she and Brent Simon have talked and agreed that she will email the minutes after approval and correction and will apply the initials electronically. The Trustees were OK with that.

Jason announced the correspondence book and requested that cell phones be turned off.

Financial Report

The Fiscal Officer presented the following correspondence:

- August Grassroots Clippings
- Potato Stomp race outline
- Morton Salt procedures
- NEFCO meeting agenda
- A very large PERS poster

The Fiscal Officer presented the following financial report.

2012 Appropriations:	\$1,492,359.00
2012 Encumbrances:	\$1,100,663.10
2012 Payments:	\$ 369,987.04
Encumbered, not paid:	\$ 730,676.06
2012 Receipts:	\$ 609,413.27
Cash balance:	\$ 952,319.46 of which
	\$ 922,036.42 is invested.

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RESOLUTION 207-12

RESOLUTION ACCEPTING THE AMOUNTS AND RATES AS DETERMINED BY THE BUDGET COMMISSION AND AUTHORIZING THE NECESSARY TAX LEVIES AND CERTIFYING THEM TO THE COUNTY AUDITOR

Jason Carlton moved the adoption of the following Resolution:

RESOLVED, by the Governing Board of the Mantua Township Trustees, Portage County, Ohio, in accordance with the provisions of law has previously adopted a Tax Budget for the next succeeding fiscal year commencing January 1st, 2013; and

WHERE AS, the Budget Commission of Portage County, Ohio, has certified its action thereon to this Board together with an estimate by the County Auditor of the rate of each tax necessary to be levied by this Board, and what part thereof is without, and what part within, the ten mill limitation; therefore, be it

RESOLVED, By the Governing Board of the Mantua Township Trustees, Portage County, Ohio, that the amounts and rates, as determined by the Budget Commission in its certification, be and the same are hereby accepted' and be it further

RESOLVED, That there be and is hereby levied on the tax duplicate of said Township the rate of each tax necessary to be levied within and without the ten mill limitation as follows:

SCHEDULE A				
SUMMARY OF AMOUNTS REQUIRED FROM GENERAL PROPERTY TAX APPROVED BY BUDGET COMMISSION AND COUNTY AUDITOR'S ESTIMATED TAX RATES				
			County Auditor's Estimate of Tax Rate to Be Levied	
FUND	Amount Approved by Budget Commission Inside 10 M. Limitation	Amount to Be Derived from Levies Outside 10 M. Limitation	Inside 10 M Limit	Outside 10 M limit
	Column I	Column II	III	IV
General	\$126,787		1.1	
Road & Bridge	\$195,943		1.7	
Road Levy		\$172,891		1.5
TOTAL	\$332,730	\$172,891	2.8	1.5

SCHEDULE B				
LEVIES OUTSIDE 10 MILL LIMITATION, EXCLUSIVE OF DEBT LEVIES				
FUND	Maximum Rate Authorized to Be levied	Co. Auditor's Est. of Yield of Levy (Carry to Schedule A, Column II)		
Road Levy	1.5	\$172,891		

And be it further
RESOLVED, that the Fiscal Officer of this Board be and is hereby directed to certify a copy of this Resolution to the County Auditor of said County. Victor Grimm seconded the resolution, and the vote was as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

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RES 208-12 Motion by Victor Grimm to transfer \$1288.18 from the Workers Compensation account to the Repairs & Maintenance-Equipment account in the Road & Bridge Fund, seconded by Jason Carlton. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

Main MeetingZoning Report

Lynn Harvey said that the Zoning Commission is working on Home Based Businesses section of the zoning book. She asked about the BZA secretary ad and asked about increasing the Zoning Commission Secretary to the same since the jobs are basically the same. This was denied.

Road Report

Victor Grimm said that the road crew has been berming and cutting brush, as well as some ditching.

Club & Committee Reports

LCA-Barb Herbold and Amy Janca are still watering
Garden Club had a picnic in the Village park.
Chamber did not meet in August.

Trustee Reports

Jason Carlton asked about having Bowen Road striped. He will have quotes at the next meeting. Vic said that normally we do not stripe chip & seal, but with the school there, it probably should be done. Jason passed out email addresses and passwords (confidential documents).

John Festa No report tonight.

Victor Grimm said that he had met with James (Bierlair) who OK'd the increased size of the pipe on Pioneer Trail. After the concrete pipe is in he will help size the overflow pipes. James said to keep the silt dam in place. As of today Windstream is ready to go. All else is ready to go. John Festa said that the poles are all in and the cables run. Jason asked if Windstream gives final approval. Vic will call the Windstream engineer once it is done. The concrete pipe is ordered. The larger pipes for Loris have come in. Jason said that core sampling has been done. Vic said that each piece of the concrete pipe is 4.3 tons. A resident concerned about his property flooding spoke to James Bierlair. James said that the area is meant to flood. The resident has not experienced problems in his basement so far. James said that the pipe will gain us a foot. Our guys will be working with Mike Kodash on the project.

Two radios are outdated. They will need to be updated to be in compliance, which is needed by January 2013. Vic and Steve took the NIMS test. Jason and John haven't. The emergency frequency would change from 153 to 12.5.

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Old Business

The Pioneer Trail project is ongoing.

Bowen Road & School Lane have both been chipped & sealed.

Todd Lamb will be working on Remington Point next Friday. Brian will call in Tony Hood & Audley Zuver.

Townhall painting was discussed. Linda Ehlert said that the Mantua Restoration Society contacted Sherwin Williams who will donate 15 gallons of Resilience paint and 50% of what other paint is needed. If it is not needed for the Townhall, due to existing contract, etc, they will also donate interior paint for the School. The Townhall should need about 40 gallons. Sherwin Williams recommended doing the ventilation first, or the paint will not stick. Shutters may need 2 coats. Linda estimates the savings at \$1650. Nick & Linda Ehlert and volunteers from the Restoration Society will be willing to paint shutters at Larry Lietzow's.

John Festa said that although Scott's have come up with the warranty, he talked to All Pro Painting, who wants to re-quote. They will paint for \$9500+\$750 for the cupola. (Their original price was \$9500). John thinks we can do it with All Pro a lot cheaper and do the rest of the repairs. All Pro has an A+ BBB rating and has been on Angie's list for 3 years. Scott's has no BBB rating and has been on Angie's list for one year. Jason suggested rescinding Res 196-12 that gave the project to Scott's. John said that we don't need to prime the whole building. Linda asked about putting up a sign acknowledging the Sherwin Williams donation.

RES 209-12 Motion to rescind RES 196-12 for Scott's Painting by John Festa, seconded by Jason Carlton. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

Vic suggested having a special meeting when all of the information is together. A meeting was set for August 27, 2012 at 6:30 in the Townhall to discuss painting and repairs to the exterior of the Townhall.

Vic said that the surveying is pretty much done on Loris. 700' of line is on private property. She marked the Aurora line and the center line on Pioneer Trail and John Edward. The middle school property has also been marked. The Loris cul-de-sac is marked along with the catch basins. There is a little more to do in the cemetery.

John Festa brought up the purchasing policy. Jason agreed we need something to hand to residents, however he thinks that the policy as it stands is too detailed and could really delay the purchasing process. Vic agreed and said that it is set up for department heads. Currently purchasing all goes through purchase orders through the Fiscal Officer. Purchase requisitions will delay and tie things up. Vic referred to the procedures that Marie had handed out. Jason asked how others handle purchasing. ~~John said that she had brought up the concerns, which she has been unable to do so far.~~ John called for a vote. Jason feels it is too big. Vic has condensed it to 2 ½ pages. John said he will bring it up one more time.

Public Comments

The following spoke during public comments:

Cal Brant asked if the Townhall repairs will be done before or after the painting. Jason reminded him of the meeting on August 27. Cal wants to bid.

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Dave Pollard is still interested in the trailer. He offered some tulip poplar.

Mark Hall suggested documenting what we do today for the purchasing policy and asked the status of the school.

Lynn Harvey said that the Restoration Society is prepared to offer volunteers for work.

Barb Herbold asked if the west side of the cemetery is ever mowed.

Carole Pollard said that Jason had a good report on the discussion with Mr. Kirkpatrick. There is a potluck on Sunday for members of the Restoration Society.

Dottie Summerlin asked about Remington Point. Her husband, Brian, can put the word out to the homeowner's association about the work.

Amy Janca asked about email addresses. They are on the website.

Finale

Res 209-12 Motion to pay the following bills by Jason Carlton, seconded by John Festa. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

MANTUA TOWNSHIP PAID BILLS		8/16/2012	
19000	BRIAN TAYERLE	AUGUST 1-15, 2012	1,106.08
19001	MICHAEL RICHARDS	AUGUST 1-15, 2012	935.55
19002	DANIEL WYSZNSKI	AUGUST 1-15, 2012	912.39
19003	JASON CARLTON	AUGUST SALARY	604.37
19004	JOHN FESTA	AUGUST SALARY	800.60
19005	JOHN VECHERY	AUGUST SALARIES	707.79
19006	MARIE STEHLI	AUGUST SALARY	1,050.00
19007	RHETTA HALL	AUGUST SALARY	132.22
19008	SUSAN SKROVAN	AUGUST SALARY	252.37
19009	VICTOR GRIMM	AUGUST SALARY	691.39
19010	POSTMASTER	POSTAGE	153.00
19011	RECORD PUBLISHING	LEGAL ADS	24.65
19012	MEDICAL MUTUAL	HEALTH INSURANCE	9,629.97
19013	OHIO INSURANCE SERVICES	DENTAL, VISION, LIFE INSURANCE	317.75
19014	DOMINION EAST OHIO	JULY SERVICE	138.25
19015	OHIO EDISON	JULY SERVICE	618.78
19016	WINDSTREAM	JULY SERVICE	50.03
19017	CLEARWATER SYSTEMS	JULY SERVICE	13.50
19018	MILLER & COMPANY	JULY SERVICE	66.00
19019	ARIS COMPANY	JULY SERVICE	130.00
19020	SUNBURST ENVIRONMENTAL	JULY SERVICE	43.25
19021	ROBINSON MED CENTER ONE	DRUG TESTING	82.00
19022	HANLEY PRINT & PROMOTIONS	CHECK STOCK	184.38
19023	MARATHON	FUEL	196.03
19024	WESTERN RESERVE FARM COOP	FUEL	1,056.26
19025	MANTUA HARDWARE	MAINTENANCE ITEMS	84.70
19026	MANTUA AUTO PARTS	MAINTENANCE ITEMS	469.36
19027	STUVER SPRING	SPRING REPAIR MACK #2	1,641.00
19028	GRAINGER	DEHUMIDIFIER FOR TOWNHALL	333.75
19029	INTERSTATE BATTERIES	BATTERIES FOR GRADER	211.90
19030	AURORA MANTUA ELECTRIC	INSTALL LIGHTS IN GARAGE PER RES.	426.00
19031	INDUSTRIAL LANDSCAPING	LAWN CARE CONTRACT	1,750.00
19032	LAKE SIDE SAND & GRAVEL	21.84 TONS #304 GRAVEL	191.10
19033	SHALERSVILLE ASPHALT	3.09 TONS ASPHALT	180.77
			25,185.19

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RES 210-12 Motion to allow the road crew to order safety shirts and for Dan to get a coat by Jason Carlton, seconded by John Festa. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

RES 211-12 Motion to adjourn the meeting by Jason Carlton, seconded by John Festa. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

The meeting was adjourned till August 27, 2012 at 6:30 p.m. at the Townhall

Victor Grimm

Jason Carlton

John Festa

Marie Louise Stehli, Fiscal Officer

All formal actions of the Board of Trustees of Mantua Township concerning and relating to the adoption of resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.

MANTUA TOWNSHIP TRUSTEES
SPECIAL SESSION

Held August 27, 2012

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The Board of Trustees of Mantua Township convened in special session from 6:30 P.M. to 7:40 P.M. in the Mantua Township Hall. Chairman Jason Carlton called the meeting to order with the following members and visitors present: Jason Carlton, John Festa, Victor Grimm, Trustees. Marie Stehli, Fiscal Officer. Phil Derthick, Lynn Harvey, Dave Pollard, Terri Vechery, Zoning Commission. Susan Skrovan, Zoning Commission Secretary. Several residents.

The pledge of allegiance was led by Frank Horack. Jason announced that this is a special meeting to discuss paint and repairs to the Townhall.

Victor Grimm asked asked John Festa if he thinks there will be recourse from the other painters. John said that Scott's didn't produce a Worker's Comp certificate. Also, Scott's had not been notified. There were stipulations that were not met.

Vic asked Cal Brant for information on the cupola. Cal asked if there was a spec sheet or just random bids. No spec sheets. What about the cupola? No. Jason said we are not experts. Vic took Cal into the cupola. Ventilation and fans were then discussed. The discussion on the fan was sized per a book. Cal felt that a 30" fan would be too big. He said that McMaster Carr has lower prices on a 24" fan. Marie Stehli remembered that the building had been

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insulated. Vic said that there is not much there now. Cal said we need to figure how to draw the air.

John said that Frank Horack and Dan Cozzens had also looked at the building. John doesn't think that the fan will draw because the second floor will not allow air to cross between floors, due to cross bracing. Frank said that cross bracing could be a problem. Footer drains were discussed. Vic said that the footer drain takes the water away on the south side. John said that it pours in on the north side. Vic said that the downspout plugs up on the north. We need to move the water away from the building and remove shrubs.

Cal suggested scraping and letting it winter over, then prime.

John said that the building needs painting, but more needs to be done.

Frank discussed the building in detail. The outside walls are peeling and blistering due to moisture. We need to determine the source of the problems. From the ground up, cellulous has been blown in. The supports and braces (common for buildings of this age) keep the building from being vented. Lap siding is right on the studs-therefore we have moisture. Now builders use Tyvek.

There is a sandstone foundation, which holds moisture. There are two dehumidifiers running in the basement.

Vic discussed the tile on the south side. The lower one is perforated. The upper one is solid. Frank said that the whole building needs to be done. The foundation needs to be fixed and sealed with liquid tar. Inside, the crawl space needs to be sprayed with foam. Visqueen needs to be put on the dirt floor, and two channel siding would divert water away from siding. Frank suggested vents, top and bottom, with double venting on the cross braces. He discussed a green foam insulation which is locally made. We wouldn't need to vent, but we would need to remove the siding and re-side. There is a special vacuum for lead based paint, which needs to be certified. In the attic, power vents or square vents are needed-no ridge vent. He said that the purpose of the cupola is to vent the attic. Also moisture is still coming in the chimney.

Vic said that the chimney is capped. Frank saw daylight through the flashing. Cal asked if the furnace is lined. It vents through the wall. The chimney is not used. Frank said that it will take a lot of insulation to solve.

Dan Cozzens said he does not agree with venting the side walls because cold air will blow through in the winter. He agrees with Frank on the rest.

Vic said that the humidity is very high in the basement.

Frank said that venting is the last resort with cellulous. His first choice would be solid foam and sealing the walls.

Vic said that the chimney was kept for historical purposes. That's why there are no vents on top.

Frank said that we need to keep water from coming in around the building. Currently the Portage County Building Department requires 8" between grade and the first siding on new construction.

John Festa suggested talking to John Frost from Auburn who is working on the Church in Aurora. He could look at the building.

Frank said that paint isn't going to stop moisture.

Phil Derthick said that the same guy painted both the Townhall and Civic Center. There were a lot of bad sills. He said that there was a layer of caulk, fabric, caulk and then paint. He suggested stain to get by.

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Larry Lietzow asked if there are grants available to fix the building.

Larry Houck suggested talking to Mr. Frost while he is working in Aurora.

Vic talked about the NOPEC grant.

Linda Ehlert said that the Historical Preservation office is not even taking applications. Some programs may be available. She will check into the Streetsboro school.

Cal Brant said that stain is a good suggestion. An engineering firm could give a report that we could use to apply for grants. He suggested vinyl siding.

John Festa asked if vinyl would affect the historical value. Linda said that it would hurt. John said that at what point do you protect the building and not worry about history.

Linda has a resume from a historical architect.

Dave Pollard said that vinyl tends to blow off old buildings because the walls tend to bow. He also said that the Amish are making tulip siding again.

Larry Lietzow recommended talking to Mr. Frost.

Frank said that first we need to solve the moisture problem.

John will try to get outside opinions. He will call Mr. Frost. Vic suggested calling a friend of Dave Pollard's also.

Phil Derthick added that the cupola was probably originally a belfry.

RES 212-12 Motion to adjourn the special meeting by Jason Carlton, seconded by John Festa. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

The meeting was adjourned till August 27, 2012 at the Townhall

Victor Grimm

Jason Carlton

John Festa

Marie Louise Stehli, Fiscal Officer

All formal actions of the Board of Trustees of Mantua Township concerning and relating to the adoption of resolutions and/or motions passed at this meeting were adopted in a meeting open to the public, in compliance with the law, including Section 121.22 of the Ohio Revised Code.

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The Board of Trustees of Mantua Township convened in special session from 7:55 P.M. to 10:04 P.M. in the Mantua Township Hall. Chairman Jason Carlton called the meeting to order with the following members and visitors present: Jason Carlton, John Festa, Victor Grimm, Trustees. Marie Stehli, Fiscal Officer. Mike Richards, Road Worker. Susan Skrovan, Zoning Commission Secretary.

RES 213-12 Motion to go into executive session for considering the investigation of charges or complaints against a public employee by Jason Carlton, seconded by Victor Grimm. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

Meeting recessed, 7:55 and reconvened, 9:45.

RES 214-12 Motion to reconvene into regular session by Jason Carlton, seconded by Victor Grimm. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

RES 215-12 Motion by Jason Carlton to place Mike Richards on unpaid leave for August 28-29, 2012, giving him time to write an assurance and apology letter that has to be accepted by all three Trustees, and Mike must re-read and sign the Employee Policy Manual. Jason made it clear that in the assurance letter Mike must state that if these activities occur again, he will risk termination. Motion was seconded by Victor Grimm. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

RES 216-12 Motion to go into executive session for considering the investigation of charges or complaints against a public employee by Jason Carlton, seconded by John Festa. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

Meeting recessed, 9:55 and reconvened, 10:03.

RES 217-12 Motion to reconvene into regular session by John Festa, seconded by Jason Carlton. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

RES 218-12 Motion to adjourn the special meeting by Jason Carlton, seconded by John Festa. Vote as follows: Jason Carlton, Yes. John Festa, Yes. Victor Grimm, Yes.

The meeting was adjourned till September 6, 2012 at 7:30 p.m. at the Townhall

Victor Grimm

Jason Carlton

John Festa

Marie Louise Stehli, Fiscal Officer

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